



RV TEMPORARY USE PERMIT APPLICATION CHECKLIST

RV TEMPORARY USE PERMITS CAN ONLY BE ISSUED ONCE THE BUILDING PERMIT FOR THE HOUSE HAS BEEN ISSUED AND ONLY FOR OCCUPANCY BY THE OWNER.

- _____ Completed temporary use permit application with fee (\$174.97)
- _____ Detailed Project Description
- _____ Applicant's signature and owner's signature, or letter of authorization
- _____ Copy of current California DMV registration for the RV
- _____ Detailed plot plan drawn to common engineer's scale (2 copies) shall contain the following information: (if applicable)
 - _____ Name, address of owner(s) and property's Assessor Parcel number
 - _____ Site location diagram; show north arrow
 - _____ Existing structures and improvements, as well as proposed temporary structures and/or land use
 - _____ Provision for off-street parking (RV location included)
 - _____ Setback lines and easements
 - _____ Location of functioning septic system and how connection will be made (required). The RV must maintain a setback of 5 feet from any part of the septic system. (LAMP TABLE 3.2)



TOWN OF PARADISE

APPLICATION FOR AN RV TEMPORARY USE PERMIT

APPLICANT'S GUIDE TO PROCEDURES

PURPOSE:

The purpose of a temporary use permit is to allow for temporary land uses which are not specifically prohibited in a zoning district. Since the town zoning ordinance cannot be drafted to equitably deal with every circumstance, the temporary use permit process is designed to provide the town sufficient flexibility to determine whether a specific land use on a certain site location will be compatible with its environment, the Paradise General Plan, and the zoning and land uses on surrounding parcels. In reviewing a temporary use permit, the staff and Planning Director will evaluate such things as the type, size, and location of the proposed temporary use, provisions for parking, compatibility of use with nearby properties and other related development impacts. Conditions may be imposed as necessary to assure that the proposed temporary housing land use will be compatible with and not adversely affect the environment and nearby property.

ESTIMATED PROCESSING TIME:

The total time for processing a temporary use permit application is usually **TEN DAYS**, which includes staff review and a decision action by the Planning Director.

APPLICATION REQUIREMENTS AND PROCEDURE:

1. Submit to the Development Services Department (Planning Division) a completed **Town of Paradise Temporary Use Permit** application form, a **detailed plot plan DRAWN TO SCALE** along with **payment of fee** in effect at time of application submittal. If applicant is other than owner, a proof of agency must be supplied in writing in order to legally process the application.
2. Pay any applicable fees in cash, credit card, or by check payable to the "Town of Paradise."
3. The application should be filed at least seven (7) days before the requested commencement date of the temporary use. The Planning Director will approve or deny the permit within five (5) days after the **DATE THE APPLICATION IS DEEMED COMPLETE**.
4. Submit **TWO (2)** copies of a detailed plot plan (no smaller than 8-1/2" x 11" and no larger than 18" x 26", folded to 8-1/2" x 11"). [See Example of Development Application Plot Plan for detail.] The plot plan is to be **DRAWN TO SCALE**, dated and signed. The plot plan shall contain the following information:
 - a. Name, address of owner(s), and property's Assessor Parcel number.
 - b. Existing structures and improvements, as well as proposed temporary structures and/or land use.

Working together to rebuild a thriving community.



- c. Provision for off-street parking.
 - d. Site location diagram; show north arrow.
 - e. Setback lines
5. Staff reviews the application for completeness. The application shall be considered incomplete until all the above required information is submitted to the Development Services Department (Planning Division).

TIME LIMITS:

The temporary use permit shall be effective for the same length of time as the building permit for the permanent dwelling.

DEPARTMENT USE ONLY:

Receipt No. _____ Fee _____

Project No. _____

TOWN OF PARADISE APPLICATION FOR TEMPORARY USE PERMIT

Applicant's Name _____ Phone _____

Applicant's Mailing Address _____

Applicant's Interest in Property (Owner, Contractor, Other) _____

Email Address _____

Owner's Name _____ Phone _____

Owner's Mailing Address _____

Property Address _____

AP Number(s) _____ Zoning _____ Lot Size _____

Explain briefly and completely the proposed temporary use: _____

Interim Housing (state type: movable tiny house, recreational vehicle): _____

Maximum occupancy _____ Distance from centerline of road _____

Additional information (proposed power, water supply, sewage disposal, etc.): _____

Building Permit Number BP__ __ - __ __ __ __ __

**NOTE: If applicant is NOT the property owner, the owner's signature or attached letter of authorization signed by owner MUST accompany this application.*

ONLY THE PROPERTY OWNER IS AUTHORIZED TO OCCUPY THE RV

I understand and acknowledge the following (initial each line):

_____ The temporary use permit cannot be issued until a permit for the primary residence is issued and all standards listed in **PMC 8.61.070** are met.

_____ If approved, solid waste collection with NRWS will be required throughout the duration of the RV occupancy.

_____ The temporary use permit shall be effective for the same length of time as the building permit for the permanent dwelling.

_____ Failure to maintain the conditions of occupancy as outlined in the temporary use permit may be cause for administrative civil citation, revocation of the temporary use permit, and/or public nuisance abatement proceedings.

I hereby declare under penalty of perjury that the foregoing statements and the attached plot plan are true, accurate, complete, and correct to the best of my knowledge and belief.

Applicant's Signature _____ Date _____

Property Owner Signature _____ Date _____

PLEASE ALLOW AT LEAST TEN (10) DAYS FOR PROCESSING